



**APPENDIX B 3.2 - GENERATOR REQUIREMENTS FOR HAZARDOUS WASTES**

Audit #	DESCRIPTION	Finding			Comments / Items to Fix
		Y	N	N/A	
	<b>Registration of hazardous waste (43)</b>				
2-1	If HW is generated or stored in quantities in excess of the quantity specified in Column II, Schedule 6 of the HWR within a 30 day period, has a generator registration # been applied for (Form 1, Sch 5) within 30 days?				*n/a if HW is recycled at onsite facility if HW is stored per regulation(43-5)
2-2	When at any time HW > column II, Schedule 6, is stored <u>that is from a different site</u> , has the HW been registered and have you applied for a <b>registered site # (43-2.3)</b> within 30 days?				*n/a if HW is recycled at onsite facility if HW is stored per regulation(43-5)
2-3	If in one day a person treats, recycles or disposes of HW > quantity set out in Column II Schedule 6, have they registered the HW and applied for a <b>registered site # (43-2.3) within 30 days?</b>				*n/a if HW is recycled at onsite facility if HW is stored per regulation(43-5)
2-4	Have generator registration update forms (Form 1, Schedule 5) been submitted within 30 days to a director when there are material changes in information provided in the original generator registration report?				
	<b>Provincial identification number (44)</b>				
2-5	For persons causing or allowing HW > Column 2 schedule 4 to be transported:				
2-6	a) <i>is the person receiving HW an authorized consignee?</i>				
2-7	b) <i>does the person transporting the waste, if reqd by Section 45, have a licence to transport HW?</i>				

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2-8	<i>c) has the person causing or allowing HW transport, if reqd to obtain a generator registration # (43), written that # on every shipping document in space marked "Provincial ID" in Part A, or, if not Reqd to get Gen #, writes "not applicable" in that same space.</i>				

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	<b>Classification of hazardous waste ( 45-1)</b>				
2-9	HW has not been allowed to be transported unless it has been classified?				
2-10	Is HW, if not subject to fed dangerous goods reg, been identified on the shipping document per paragraphs b - l of section 1, and clearly labelled per 50(3)c?				
2-11	Is HW, if subject to Federal Dangerous Goods Regs, does the shipping document contains Shipping Name, UN #, Class, Packing Group or Infectious Substance Category, and is the container is clearly labelled per 50(3)c?				
	<b>Shipping Document (i.e. Manifest) Requirements ( 46)</b>				
2-12	The generator completes a shipping document form when the following quantities of HW are to be transported off the property:				
	a) solid HW, other than waste batteries, 5 kg?				
	b) liquid HW, other than waste oil, 5 L?				
	c) gaseous HW, any quantity that fits into a container that has a total liquid capacity of 5L?				
	d) waste oil, 210 L?				
	e) any quantity of liquid or solid HW that contain 500 grams or more of PCB?				
	f) waste batteries, 1000 kg?				
	g) waste paint, 210 L?				
<p><i>Note: A shipping document is not required (46-2) if transported only on consignor property and distance between shipping and receiving sites is &lt;100km, or, if transported on public roads &lt;3 km, or, when transported by a homeowner or farmer from home or farm to a government or municipality or agent of same.</i></p>					

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2-13	Does the consignor send applicable copies of shipping document to a director within 3 days after providing the shipping documents to a carrier? (Copy 2)				
2-14	If, after reasonable attempts to obtain same, a copy of the shipping document is not returned to the consignor by the consignee (46-8b), has the consignor notified the MoE that the consignor has been unable to obtain a copy - within 10 days of providing the shipping document to a carrier?				
2-15	Has the consignor confirmed that the transporter has a valid license to carry HW?				
2-16	The consignor has confirmed that the receiving site is allowed to receive the HW by the following:				
	<i>a) if an order, waste management plan or regulation authorizes or requires it to be stored at that place?</i>				
	<i>b) if a permit, approval, order, waste management plan or regulation authorizes or requires it to be introduced into the environment or treated at that place? or</i>				
	<i>c) if storage of the HW at that place is otherwise not prohibited under EMA Sec 9 - hazardous waste storage and disposal?</i>				

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	<b>Multiple Carrier Shipments (47.1)</b>				
2-17	When 2 or more carriers are used for a single shipment, has the consignor used one shipping document and attached a multiple carriers form (Form 5, Schedule 5) or equivalent?				
2-18	Is Part B of the shipping document filled out by entering "see attached form" for the names of the carriers?				
2-19	Has a copy of the shipping document been sent to the appropriate authority as listed on reverse of shipping document?				
2-20	Is the multiple carriers form attached to copies of the shipping document and have they been provided to the first carrier?				
2-21	Has the consignor kept copies 2 and 6 of the shipping document and copy D of the multiple carriers form for at least 2 years?				
	<b>Shipments of multiple different wastes (47.2)</b>				
2-22	If the consignor ships more HW than can be recorded on a single shipping document, has the consignor:				
	<i>a) completed a multiple waste form (Form 6, Schedule 5) or equivalent?</i>				
	<i>b) completed Part A of the shipping document and entered the words "see attached form" for description of waste?</i>				
	<i>c) sent a copy of the shipping document to the appropriate authority at address listed on reverse of shipping document?</i>				
	<i>d) attached the multiple different waste form to the shipping document and provided it to the carrier?</i>				
	<i>e) retained copies 2 and 6 of the shipping document and copy D of the multiple different waste form for at least 2 years?</i>				

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	<b>Storage of Hazardous Waste (50)</b>				
2-23	Is HW stored in a container that is constructed or lined with materials compatible with the waste?				
2-24	Is the container that stores the HW kept closed at all times during storage?				
2-25	Are two or more HWs only stored in the same container if they are compatible?				
2-26	Are labpacks made of suitable material, open-topped, with a tight-fitting lid and gasket? Do the labpacks also have a liner not less than 4 mil thick?				
2-27	If small containers are put into labpacks for transport, are the containers securely sealed, have no leaks, inside a clear plastic bag not less than 4 mil thick, have a label with correct shipping name, have void spaces with inert materials to act as cushioning and absorbents?				
2-28	Is a list of the contents and size of all small containers in the labpack attached to the shipping document during transport?				

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	<b>Safety Marks (HW Guide Sec 11)</b>				
2-29	Has the shipper ensured that the means of containment for shipments of HW that are dangerous goods have safety marks?				
2-30	Do safety marks include shipping names, UN numbers, labels, placards, and certification marks or specifications?				
	<b>WHMIS, MSDS, TDG and General Training</b>				
2-31	Is the WHMIS system used, including labeling controlled products, supplier labels, workplace labels? (WorkSafeBC)				
2-32	Are employees provided with WHMIS training and records kept? (WorkSafeBC)				
2-33	Does the facility maintain up-to-date Material Safety Data Sheets (MSDS) (WorkSafeBC)?				
2-34	Is TDG Training completed as required? Do all employees interviewed have their Training Certificate? Are records of training kept on file?				